

**AFSCME MEF/CEO AND CITY OF SAN JOSE  
MEF & CEO JOINT BARGAINING CONTRACT NEGOTIATIONS 2015**

**AFSCME PROPOSAL – PERFORMANCE EVALUATION**

Proposed CEO Language:

- 27.4 Key Element Review. If the employee formally receives an overall performance rating of meets standard, but receives a below meets standard in an individual key element rating, the employee may request a review of that individual key element by the Department Director or designee. The employee must submit a written request to the Director or designee specifying the reasons for such request, within thirty (30) calendar days from the date the employee received the final performance appraisal. The Director or designee shall look into the request and provide a written response to the employee within thirty (30) calendar days of receipt. The written response of the Director or designee shall be final and binding. If the final individual key element rating is not "meets standard" or higher, the employee shall have the right to submit a rebuttal within thirty (30) calendar days to be included in the employee's personnel file with the performance evaluation.
- 27.7 All employees represented by the ~~Employee Organization~~ Union shall be evaluated using the standard performance evaluation form as designated by Human Resources and the Office of Employee Relations. Any changes to the performance evaluation form shall be provided in advance to the ~~Employee Organization~~ Union pursuant to Article 37 of this agreement.
- 27.7.1 No employee represented by the Union shall be required to complete a self-evaluation form as part of the non-management performance evaluation process. Should an employee voluntarily complete a self-evaluation form, then completed forms shall be excluded from the personnel file of the employee, and returned to the employee after completion of the non-management performance appraisal.

Proposed MEF Language:

- 18.2 Key Element Review. If the employee formally receives an overall performance rating of meets standard on either an annual or special performance evaluation, but receives a below meets standard in an individual key element rating, the employee may request a review of that individual key element by the Department Director or designee. The employee must submit a written request to the Director or designee specifying the reasons for such request, within thirty (30) calendar days from the date the employee received the final performance appraisal. The Director or designee shall look into the request and provide a written response to the employee within thirty (30) calendar days of receipt. The written response of the Director or designee shall be final and binding.
- 18.2.1 All employees represented by the Union shall be evaluated using the standard performance evaluation form and process as designated by Human Resources and the Office of Employee Relations.



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18.2.2 No employee represented by the Union shall be required to complete a self-evaluation form as part of the non-management performance evaluation process. Should an employee voluntarily complete a self-evaluation form, then completed forms shall be excluded from the personnel file of the employee, and returned to the employee after completion of the non-management performance appraisal.

